



Exeter City Supporters Society – Trust Board Meeting

Trust Board Meeting MinutesPart A

Meeting held at St James' Park

10th July 2017

Trustees present:

Elaine Davis – Acting Chair, Sean Devine, Paul Farley, Clive Harrison, Nick Hawker, Peter Holding, Pete Martin, Paul West

Apologies: Martin Weiler, Neil le Milliere, Laurence Overend, Matt Phillips

Officers present: Alice Cooke, Graham Deasy, Jenny Hogg.

Officer apologies: Steve Chudley

Item No	Item
	Prior to the formal commencement of the meeting, the TB inspected the work being undertaken in the Courtenay Room (soon to be the RGB Legends Lounge) and discussed potential plans for upgrading the adjacent corridor area, the bar area and the current Paramount Suite.
12/07/A1	<p>Minutes from last Meeting -</p> <p>The wording in item 12/06/A4 was amended from: “It was agreed that it was a desirable aim for the Club.....” to read “A number of views were expressed regarding the desirability for the Club” With the amendment incorporated, the Minutes of the last TB held on Monday 12th June 2017 were approved and signed as a correct & accurate record of the meeting.</p>
12/07/A2	<p>Matters arising from the Minutes</p> <p>12/06/A3 - Priority Ticket Sales It was reported that the suggestions put forward by the TB were in the main accepted by the Club & the TB were given an assurance that the Priority Ticket System would be implemented and adhered to. Every home game would see Gold Members (Trust Members for 3+ years) and Season Ticket Holders have priority over Silver Members (Trust Members) & Bronze members. For Away games, priority would be given to Gold Members. The Club will be publicising these arrangements imminently.</p> <p>12/06/A5 – The Secretary was waiting on confirmation from The Phoenix, that the main auditorium would be available for the Supporters Trust AGM, scheduled for Saturday 21st October 2017.</p>
12/07/A3	<p>Reports from Working Groups including Action Plans</p> <p>i) <u>Finance & Governance</u></p> <ul style="list-style-type: none">▪ The notes of the last meeting would be circulated to the TB, at the earliest opportunity.▪ The FGG on behalf of the TB, undertook to monitor and scrutinise the performance of the Club against the Business Plan forecasts (once approved).▪ The Group were to examine potential opportunities to increase income.▪ Any prospective project predicting a spend in excess of £10,000 would require a cost-benefit analysis before approval was given <p>It was recognised the intended schedule to produce The Supporters Trust accounts by 1st September 2017, might prove challenging, but they will be ready in time for the AGM</p>



in October.

A Governance meeting had concluded that the Manual is appropriate and work is ongoing to adapt it for our purpose.

ii) Ownership

1. A pre-season Fans Forum is scheduled for Tuesday 1st August @ 7.00pm in the Heritage Room. A concerted promotional effort will take place in order to attract some of our younger fans.
2. An independent work party to review the level of shares held by the Supporters Trust in order to ascertain the feasibility & benefits of increasing its shareholding.
3. A proposal for the Supporters Trust to become the Sponsors of the current Paramount Suite was received & discussed.

It was agreed to set aside a maximum sum of £12,000 which would enable:

- the PA system to be renewed and made fit for purpose
- the dance floor to be refurbished, as would the flooring between the RGB Legends Room & the bar area.
- the curtains in the Paramount Suite to be replaced with blinds
- the signage throughout the building to be replaced.
- the images & pictures/photos around the walls to be refreshed.
- the purchase of branded china

The sponsorship would:

- be a long-term investment (a minimum of 3 years)
- ensure naming rights on the room
- raise the profile of The Trust

iii) Community

- The Hall of Fame attracted over 500 votes
- 5 new plaques ordered to commemorate Grecians Killed in Action (2 from WW1 and 3 from WW2). The cost of £65 per plaque to be met from Community WG budget – any over-spend which results from the purchase would be met by the Trust.

iv) Communication and Engagement

Report to follow

Junior Grecians

Proposals:

- i. For this year only, the £570 due for payment to the Trust, be waived in order to purchase two TVs and pay for the Volunteer/kiosk staff shirts which would include the Trust logo.
- ii. £500 approx to be donated by the Trust, to enable this part of the project to be completed.
- iii. The Junior Grecians be granted an Annual Budget of £2,000, in line with other working groups, from Trust Funds to progress, vary and provide a junior membership that reflects our commitment

The TB voted unanimously in favour of the proposals.

Request for Unbudgeted Expenditure (PM)

A request to purchase a Gazebo (with weights), up to a maximum spend of £1,000, for use at public events, was unanimously approved.



12/07/A4	<p>Acting Chairman's report</p> <p>The Acting Chairman reported on the priority listing of Small Works at the Club. The TB were encouraged to attend:</p> <ul style="list-style-type: none">▪ the match at Bath City on Friday 14th July for the Brian Lomax (SD) Trophy▪ The Sponsorship Day at St JP on Monday 17th July at 4.00pm to support the Trust's sponsorship of Archie Collins.▪ The 3rd Kit launch at StJP on 17th July▪ The re-launch of the FitC brand to (Exeter) City Community Trust on Wednesday 19th July at The Southgate Hotel <p>The 'Redevelopment ' Supper ' was well attended and resulted in positive feedback from the University and City Council representatives in particular.</p> <p>Those Members & Fans involved in the Volunteer week-end , where singled out for special thanks and congratulated on doing such a fine and necessary job of work.</p>
12/07/A5	<p>SD Conference/ SD AGM</p> <p>The Secretary reported:</p> <ul style="list-style-type: none">▪ the Trust had submitted a Proxy Vote in favour of the motions tabled at the SD AGM▪ on his attendance at the SD Supporters Conference.
12/07/A6	<p>Part B Summary</p> <p>The TB had received a detailed copy of The Club's Business Plan. A number of queries were identified as was the need for clarification of certain items. It was agreed that in order for the Joint Board Meeting on 31st July to be as effective as possible when considering the Business Plan, the TB would submit their questions / items requiring clarification, to the Club in advance of that meeting. To this end Trustees were asked to send their written comments relating to the Business Plan to the TB Secretary by 16th July 2017.</p> <p>The TB were asked to keep the evening of Wednesday 26th July free, should it be felt necessary to hold a specific meeting to discuss the Business Plan / responses in greater depth. The meeting will be confirmed in due course.</p>
12/07/A7	<p>Any Other Business</p> <ol style="list-style-type: none">1. It was reported that supporters from North Devon were experiencing considerable problems with train times. The TB agreed to take this matter up with the General Manager, in order that an approach may be made to the train company to seek possible timetable changes.2. The TB Directors will receive a 'Fit & Proper person' declaration form for submission to the EFL. The estimated cost of this compliance requirement will be just in excess of £1,000.
12/07/A8	<p>Date of Next Meeting</p> <p>A Joint-Board meeting is to be held on Monday 31st July 2017 (time & location tbc) The next TB meeting is scheduled for Monday 14th August @ 7.30 pm</p>